

Last update: 30.12.2025, Page 1 of 4

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Blue filled fields: dependent fields, only shown if defined answer possibilities are chosen in other fields

Author

- during Onboarding, Service Owner (from Service Provider side) and Service Portfolio Manager + Service Integration Manager (HIFIS side) can read service information (every field)
- when service is online, every role can read service information (every field)

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Service Provider	Service Owner Further Admins Service Manager Provider Manager	Service Owner + Further Admins = Group Service Operation
HIFIS	Service Portfolio Management Service Integration Management Cloud Portal Management Legal Aspects Management Management	All together: Group HIFIS

[illegible]

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WRITE/EDIT: d discussion/consulting
 x edit
 w suggest + request change
 y approve change

Service Provider	Service Owner	Service Owner + Further Admins + Group Service Operation
	Further Admins Service Manager Provider Manager	
HIFIS	Service Portfolio Management	All together: Group HIFIS
	Service Integration Management	
	Cloud Portal Management	
	Legal Aspects Management	

Field	Status + Rights per Role																
	Application in Draft	Service Planned/ Service Information in Draft	Service Information Received	Integration completed/ Discontinued/ Application Withdrawn / Service offer withdrawn	Ready for Integration/ Integration planned	Integration in Progress		Service Card Review					Available,Online/ Not available/ Full Capacity reached				
	Service Owner Write/Edit	Service Owner Write/Edit	Service Portfolio Management Write/Edit	Service Portfolio Management Write/Edit	Service Integration Management Write/Edit	Service Owner Write/Edit	Service Integration Management Write/Edit	Service Owner Write/Edit	Service Manager Write/Edit	Service Portfolio Management Write/Edit	Service Integration Management Write/Edit	Group: HIFIS Write/Edit	Group: Service Operation Write/Edit	Service Manager Write/Edit	Role: Service Portfolio Management Write/Edit	Role: Service Integration Management Write/Edit	Group: HIFIS Write/Edit
<i>Service Canvas fields</i>																	
<i>Last Edit</i>																	
<i>Service Card (public)</i>																	
<i>General</i>																	
<i>Service Name</i>																	
Service Logo		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d
<i>Software Name</i>																	
Short text for Service Card in Cloud Portal		x	x		x	w	y,x	w	w	y, x	w	d	w	w	y,x	w	d
<i>Description</i>																	
<i>How to get access</i>																	
Preconditions		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d
Preconditions – Description		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d
Preconditions – Done		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d
Connected to Helmholtz AAI		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d
User Access		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d
User Access – Description		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d
<i>Limitations</i>																	
Limitations		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y,x	w	d
Availability for External Users		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d
<i>Availability & Backups</i>																	
Service Levels Description		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d
Backup		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d

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Field Sidebar Information																	
Link to Service Login		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d
User documentation link		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d
Service Provider																	
Committed Provision time		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d
Storage of Service Data (Location)		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d
User Support Mail (1st Level)		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d
Fields that are not displayed but used in background																	
		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d
Service Category		x	x		x	w	y, x	w	w	y, x	w	d	w	w	y, x	w	d
Research field																	

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	Service Owner	Service Owner	Service Portfolio Management	Service Portfolio Management	Service Integration Management	Service Owner	Service Integration Management	Service Owner	Service Manager	Service Portfolio Management	Service Integration Management	Group: HIFIS	Group: Service Operation	Service Manager	Role: Service Portfolio Management	Role: Service Integration Management	Group: HIFIS
	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit	Write/Edit
Organizational information (not public)																	
Compliance & Security																	
Legal prerequisites		x	x		x	w	y, x			x			w	w	y, x	w	d
Security Incident – additional information receiver		x	x		x	w	y, x			x			w	w	y, x	w	
Communication																	
Communication with HIFIS		x	x		x	w	y, x			x			w	w	y, x	w	d
Communication with HIFIS - mailing list/functional mail address		x	x		x	w	y, x			x			w	w	y, x	w	d
Communication with HIFIS – Other		x	x		x	w	y, x			x			w	w	y, x	w	d
Responsibilities																	
Service Owner																	
Service Manager		x	x		x	w	y, x			x			w	w	y, x	w	
Provider Manager		x	x		x	w	y, x			x			w	w	y, x	w	
Service Quality																	
Support in Scientific Process		x	x		x	w	y, x			x			w	w	y, x	w	
Support in Scientific Process - Description		x	x		x	w	y, x			x			w	w	y, x	w	
Resilience/ Off-Site Backup		x	x		x	w	y, x			x			w	w	y, x	w	
Software Updates		x	x		x	w	y, x			x			w	w	y, x	w	
Other																	
Additional information		x	x		x	w	y, x			x			w	w	y, x	w	